



Image Reproduction Price List (Effective June 1998)

Photograph Archives Utah State Historical Society

PHOTOGRAPHIC PRINTS

Print Size	RC Paper (glossy or matte)	Fiber Base Paper (glossy or matte)
4 x 5	\$ 4.00	\$ 7.00
5 x 7	\$ 8.00	\$ 10.00
8 x 10	\$ 10.00	\$ 15.00
11 x 14	\$ 18.00	\$ 25.00
16 x 20	\$ 28.00	\$ 38.00
20 x 24	\$ 45.00	\$ 55.00

SEPIA TONING (Fiber Base Prints Only)

8 x 10 or smaller	\$ 1.00 per print
11 x 14 or larger	\$ 3.00 per print

LASER / COLOR PHOTOCOPIES

8 1/2 x 11	\$ 3.00
11 x 17	\$ 4.50

<i>SLIDES</i> (35mm transparencies)	\$ 4.00
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<i>SCANNED IMAGES</i> (TIF file on diskette)	\$ 7.00
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<i>PHOTOS TAKEN W/ OWN CAMERA</i> (By special permission)	\$.50
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MAILING

Standard	\$ 3.00
Special Orders	Based on individual order

RUSH ORDERS

Prints / Slides (4 slides minimum)	5 Working Day Rush 2 Working Day Rush	\$ 2.00 per print / slide 75% of cost of print/slide
Laser Copies / Scanned Images	2 Working Day Rush	\$ 1.00 per copy / scan

SPECIAL REQUEST SERVICES

Negative Rental (For oversize prints)	\$ 15.00
4 x 5 Transparency	cost plus \$ 10.00
VHS copy of film	20.00 per film
Mailing for VHS cassettes	3.00 per cassette
ZIP Disk	\$ 10.00



Photograph Order and Permissions Form

Photograph Archives
Utah State Historical Society
300 Rio Grande
Salt Lake City, UT 84101-1182
Ph: (801) 533-3535 FAX: (801) 533-3504

Order #02 C _____

Taken by: _____

Name _____ Date _____

Organization _____

Address _____

City _____ State _____ Zip _____

Phone: Work _____ Home _____ FAX _____

Classification or CollectionNo	Photo Number	Description	Print Size or Format	Paper Type		Finish		Duplication Cost	Use Charge
				RC	Fiber	Glossy	Matte		
					Sepia				
					Sepia				
					Sepia				
					Sepia				
					Sepia				
					Sepia				
					Sepia				
					Sepia				
					Sepia				

If more lines are needed, please continue on Supplementary Order Form(s)

SUBTOTAL

SUBTOTAL from Supplementary Order Form(s)

RUSH **G 2-DAY** **G 5-DAY**

SHIPPING

☐ Federal Express / ☐ Airborne Express: Account # _____

☐ Will Call ☐ Mail

TOTAL

METHOD OF PAYMENT (Please do not send cash. Checks and money orders must be in U.S. funds only)

☐ Credit Card

☐ IAT (State Government Agencies) Please fill in FINET CODES below

☐ Cash/Check (50% Deposit Required)

FUND AGENCY ORG APPROP EXP/REV REPT CAT

BALANCE DUE

CREDIT CARD INFORMATION

☐ VISA ☐ MC Card Number: _____ Exp. Date: _____

Name on Card: _____ Ordered: ☐ in Person ☐ by Mail/FAX ☐ by _____
Phone _____

Signature: _____

Office Use Only

Cash PIF

Invoiced

CC

PLEASE READ AND COMPLETE PERMISSION FORM
Supplementary Photograph Order Form

Name _____	Order #02C _____
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Classification or Collection No.	Photo Number	Description	Print Size or Format	Paper Type		Finish		Duplication Cost	Use Charge
				RC	Fiber	Glossy	Matte		
					Sepia				
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Subtotal									

Photograph Use Permission Form

UTAH STATE HISTORICAL SOCIETY

Photograph Use Policy

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- ! I agree to abide by the policy stated above.

Signature

Date

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